



AFV REPORTING GUIDANCE FOR STATE GOVERNMENT AND FUEL PROVIDER FLEETS

**U.S. Department of Energy
Energy Efficiency and Renewable Energy
Office of Transportation Technologies
Office of Technology Utilization**

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AFV REPORTING GUIDANCE FOR STATE GOVERNMENT AND FUEL PROVIDER FLEETS

BACKGROUND

In response to increasing U.S. dependence on imported oil, Congress passed the Energy Policy Act (EPACT) of 1992. Part of the Act is directed toward introducing and expanding the role of alternative fueled vehicles (AFVs). The Department of Energy's (DOE) Alternative Fuel Transportation Program (10 CFR Part 490) implements provisions in Sections 312, 501, 507(o), 508, 511, 512, and 513 of EPACT. These sections:

- Call for rulemakings requiring alternative fuel providers and State government fleets to gradually acquire AFVs in certain increasing percentages;
- Set forth a credit program to reward those who purchase or lease AFVs either earlier than required, or in greater numbers than required;
- Establish a biodiesel fuel use credit that allows covered fleets to meet up to 50 percent of their AFV acquisition requirements through the purchase of biodiesel for use in vehicles with a Gross Vehicle Weight Rating (GVWR) in excess of 8,500 lbs. Biodiesel Fuel Providers may meet up to 100 percent of their AFV acquisition requirements through the purchase of biodiesel for use in vehicles in excess of 8,500 GVWR;
- Establish reporting procedures;
- Implement exemption provisions; and
- Set forth enforcement procedures and provisions.

There are two types of written guidance available to fleets to use in understanding and meeting the AFV requirements of EPACT: “A *Guidebook to the U.S. Department of Energy's Alternative Fuel Transportation Program for State and Alternative Fuel Provider Fleets*,” and this document, “AFV Reporting Guidance for State Government and Fuel Provider Fleets.” The first document (also called the Guide to 10 CFR Part 490) describes the type of organizations covered by these EPACT requirements, exemptions from acquisition requirements, and general reporting requirements.

PURPOSE

This document, AFV Reporting Guidance, provides instructions for state and fuel provider fleets, and includes the forms that fleets need to complete in order to be in compliance with EPACT. As stated and defined in the Guide to 10 CFR Part 490, state government organizations and alternative fuel providers are covered by the AFV requirements of EPACT if the organization “owns, operates, leases or otherwise controls 50 or more light duty vehicles (LDVs) within the US that are not on the list of excluded vehicles (page 7 of the Guide to 10 CFR Part 490); and 20 of those LDVs are used primarily within any MSA or CMSA; and those same 20 LDVs are centrally fueled or capable of being centrally fueled.” Each covered fleet is required to submit an

Annual Fleet Report of the total number of LDVs acquired during the model year, details about each alternative fuel vehicle acquired, and the number of biodiesel fuel use credits claimed.

WHEN TO SUBMIT REPORTING DATA

The reporting form DOE/OTT/101, must be filed with DOE by December 31 of the respective model year. Thus, the report that provides data on a fleet's AFV acquisitions for model year 2001, must be received by DOE by December 31, 2001. Reports received after this date, will be late and will be considered a violation of the Alternative Fuel Transportation Program, per 10 CFR part 490, subpart G.

WHERE TO SUBMIT REPORTING DATA

Respondents have several options available for transmitting to DOE their AFV acquisition data. These options include:

1. Paper form

- A. Complete Form DOE/OTT/101
- B. Mail the form to DOE and to the AFV Acquisition and Credit Database. Original forms should be sent to the Database contractor at the following address:

Jaycor
AFV Project Office
11410 Isaac Newton Square North
Suite 103
Reston, VA 20190

Copies should be sent to:

U.S. Department of Energy
Office of Transportation Technologies
Alternative Fuel Transportation Program
EE-34
1000 Independence Ave, SW
Washington, DC 20585

- C. (optional method) Send a facsimile copy of the form to the database contractor at:

FAX - (703) 397-9359

2. Internet site

- A. Access the EPAct State and Alternative Fuel Provider Compliance Database at: <http://www.ott.doe.gov/epact>
- B. Click on the link entitled “State and Alternative Fuels Provider Fleets Regulation” to get to the State and Alternative Fuels Provider Fleets page, and then select “File/Edit a Report” in the dropdown menu to get to the reporting section.
- C. When all data has been entered and the submit button clicked, you may exit the reporting system. The data is automatically sent to the database, and preliminary credit calculations performed. Jaycor will confirm receipt of your data within three working days of your submission. Jaycor will validate the data, and contact you if they have any questions. Please note that this could take up to one month from the date of your initial submission.

3. Spreadsheet template

- A. Download the spreadsheet template from the Internet site or call the National Alternative Fuels Hotline at 1-800-423-1DOE to obtain a paper copy of the template.
- B. Establish a spreadsheet file and complete the spreadsheet.
- C. E-mail the completed spreadsheet to AFV_credit_acct@va.jaycor.com.
- D. (Optional method) A hard copy of the spreadsheet and a computer diskette containing the file can be mailed to Jaycor at the above address. Additional copies of the spreadsheet only can be mailed to DOE at the address given above. Do not send a diskette to DOE.

SANCTIONS

The timely submission of Form DOE/OTT/101 by those required to report is mandatory under the Alternative Fuel Transportation Program, 10 CFR part 490. Failure to report may result in a civil penalty of not more than \$5,000 for each violation, a criminal fine of not more than \$10,000 for each willful violation, or a criminal fine of not more than \$50,000 for each knowing and willful violation.

ANNUAL FLEET REPORT (DOE/Form 101)

The basic information that all fleets need to provide is outlined in the Annual Fleet Report (AFR). Detailed below are line-by-line instructions to make filling out the AFR form as easy as possible. The instructions are grouped into four Parts (Fleet Identification, Light-duty Vehicles Acquired, Annual AFV Fleet Report, and Biodiesel Fuel Use Credits). Forms to use in making reports, as well as a continuation sheet (which may be reproduced locally to satisfy needs), are included with these instructions. If you have any questions, please call the AFV Program Office at 1-800-959-5780. As an alternative to submitting a paper form, fleets are encouraged to submit their Annual Fleet Report information through the web page designed for this purpose. The web address is: <http://www.ott.doe.gov/epact/>

INSTRUCTIONS FOR ANNUAL FLEET REPORT (DOE/Form 101)

Part A - Fleet Identification

Fleet/Agency Name: *Company name, State Agency name or other identifier of the fleet submitting the report (e.g., Gas Distribution Fleet, Department of Transportation). (Mandatory).*

Fleet Type: *four options are possible (Mandatory):*

S = State government organization which meets the criteria outlined above, i.e., 50 vehicles in a CMSA/MSA, 20 of which can be centrally fueled, (and described in more detail in the Guide to 10 CFR Part 490).

P = alternative fuel provider, which is a fuel provider whose principal business is “producing, storing, refining, processing, transporting, distributing, importing or selling (wholesale or retail) any alternative fuel (other than electricity); or generating, transmitting, importing, or selling (wholesale or retail) electricity; or if that fuel provider produces, imports, or produces and imports (in combination), an average of 50,000 barrels per day or more of petroleum; and 30% or more of its gross annual revenues are derived from producing alternative fuels. A fuel provider is not covered if it is a fuel provider whose principal business is that of transforming alternative fuel into products that are NOT alternative fuels; or it is a fuel provider whose principal business is that of using alternative fuel as a feedstock or fuel in the manufacture of products that are NOT alternative fuels.” (Excerpted from the Guide to 10 CFR Part 490).

***E** = approved (by DOE) for electric utility delay. This is a fuel provider whose principal business is generating, transmitting, importing, or selling electricity, who intends to comply with this regulation by acquiring electric motor vehicles and had notified DOE by January 1, 1996 of its intention. These fleets have the option of delaying scheduled acquisitions until January 1, 1998.*

***B** = biodiesel fuel provider. Fuel provider whose "principal business" is producing, storing, refining, processing, transporting, distributing, importing or selling (wholesale or retail) biodiesel fuel where the term "principal business" means the largest sales-related gross revenue producing activity. If an organization derives a plurality of gross revenue from sales-related biodiesel fuels activity, then the organization's principal business is biodiesel fuels.*

Company/State Name: *Parent organization - parent company name for alternative fuel provider fleets or State name for state agency fleets (e.g., AAA Gas Co., or State of Illinois). (Mandatory).*

Point of Contact: *Name of the fleet manager or other contact person at your organization. If DOE has any questions concerning this report, the POC will be contacted. (Mandatory).*

Mailing Address: *Street address of the fleet. (Mandatory).*

City: *City where the fleet is located/headquartered. (Mandatory).*

State: *State where the fleet is located/headquartered. (Mandatory).*

Zip: *Zip code where fleet is located/headquartered. (Mandatory).*

CMSA/MSA: *Consolidated Metropolitan Statistical Area or Metropolitan Statistical Area where the fleet is located. The Guide to 10 CFR Part 490 includes a CMSA/MSA list in the back. (Mandatory).*

Point of Contact Phone: *Phone number for the fleet manager or other point of contact. (Mandatory).*

E-mail: *E-mail address of the fleet's point of contact. (Optional).*

Fax: *Fax number for the fleet's point of contact. (Optional).*

Today's Date: *Date that this form is being completed. (Mandatory).*

PARENTS AND SUBSIDIARIES/AFFILIATES

The responsible reporting party for the Program is the parent or holding company. The Program allows the parent company to choose to report for itself and all its subsidiary organizations, or to have each subsidiary report independently.

If the parent company reports for itself and all subsidiary organizations, the parent company should note this in the remarks section and identify the subsidiaries for which it is reporting. When reporting, the Department would prefer that the parent company file a separate report for each subsidiary.

Conversely, if the parent company reports for itself only, the parent company is asked to ensure that each subsidiary, which has reporting requirements, reports independently.

To aid the Department in determining the parent/subsidiary relationship, reports should identify the parent company as the "Company/State Name" and the subsidiary company as the "Fleet/Agency Name."

STATES AND STATE AGENCIES

The responsible reporting party for the Program is the State. The Program allows each State to choose to report for itself and all its agencies; or to have a central agency report for the majority of State vehicles and have the remaining agencies report independently; or to have each State agency report independently.

If the State reports for itself and all its agencies, the State should note this in the remarks section and identify the agencies for which it is reporting.

If a central agency is reporting for the majority of State vehicles, the central agency is asked to identify the agencies for which it is reporting and to identify the other State agencies for which reports are expected to be forthcoming.

If State agencies will be submitting reports independently, the State is asked to ensure that each agency, which has reporting requirements, reports their AFV acquisitions to DOE.

To aid the Department in determining the parent/subsidiary relationship, reports should identify the State as the "Company/State Name" and the State agency as the "Fleet/Agency Name."

Part B - Light-duty Vehicles Acquired

Reporting Model Year (model year begins September 1): *Model year runs from Sept. 1 through Aug. 31 (e.g., 2001 model year was Sept. 1, 2000 through Aug. 31, 2001). Fleets reporting model year 1999 data will report light duty vehicle purchases that occurred during this period. Purchases of alternative fueled vehicles made in previous years can also be reported, but a separate Annual Fleet Report form should be completed for each model year. (Mandatory).*

There are two exceptions to the above model year definition:

- 1. For early years (years before acquisition requirements began through model year 1997 for all but electric delay fleets, model year 1998 for electric delay fleets), the model year is coincident with the calendar year - Jan. 1 through Dec. 31.*
- 2. For electric delay fleets, model year 1998 (when their acquisition requirements began) runs from Jan. 1, 1998 through Dec. 31, 1998. Subsequent model years are the same as defined above.*

*The reporting Model Year for the Biodiesel Fuel Use Credit also runs from Sept. 1 through Aug. 31. The beginning of the initial model year (1999 model year) for use of the biodiesel fuel use credit was statutorily set at November 14, 1998. Thus, the 1999 model year for the biodiesel fuel use credit will run from November 14, 1998 to August 31, 1999. **Beyond 1999**, model years for the biodiesel fuel use credit will follow the normal Sept. 1 to Aug. 31 time frame.*

Total Light Duty Vehicles Acquired during Model Year (AFV and Non-AFV): *This number is the total number of light duty vehicles (**alternative fueled plus conventional vehicles**) acquired (purchased or leased) by the fleet during the reporting model year listed in the field above. This number is used to determine the fleet's requirement for AFV purchases for this particular year. For reports of AFVs purchased before the program requirements began (model years before 1997 for most fleets, before model year 1998 for electric delay fleets), the number in this field will equal the total number of AFVs acquired during that model year (fleets don't need to report non-AFV acquisitions before Model Year 1997 since the required AFV acquisition percentage is zero for early years). (Mandatory for model years 1997 and beyond).*

Total Alternative Fueled Vehicles Acquisition Requirements for Model Year: *To calculate total AFV acquisition requirements for the given model year multiply the total number of light-duty vehicles acquired during the model year by the AFV percentage purchase requirements for that given model year and round to the nearest whole number. In rounding to nearest whole number, fractions greater than or equal to one half (0.5) should be rounded up and fractions less than one half should be rounded down. The following table gives the AFV percentage purchase requirements for covered fleets by model year.*

AFV Percentage Purchase Requirements by Fleet and Model Year			
Model Year	State Fleets	Fuel Provider Fleets	Electric Utility Option Fleets
1997	10%	30%	
1998	15%	50%	30% ^a
1999	25%	70%	50%
2000	50%	90% for model year 2000 and thereafter	70%
2001	75% for model year 2001 and thereafter	90%	90% for model year 2001 and thereafter
1. Electric utility option for model year 1998 covers only acquisitions made between January 1, 1998 through August 31, 1998. All future model years run from September 1 through August 31.			

Banked Credits Applied: *Fleets that acquire more AFVs than required in a given model year earn credits for these extra acquisitions. These are "banked credits" that can be applied by the fleet to meet their acquisition requirement in another year to attain compliance in that other year. Each credit applied serves as the equivalent of one AFV acquisition. You, of course, cannot apply more credits than your banked credit balance, which is the sum of all extra credits acquired by your fleet for all model years.*

Part C - Annual AFV Fleet Report

Note: Alternative Fueled Vehicle Data - Do NOT report details about non-alternative fueled vehicles in Part C. This form should be reproduced in sufficient quantities to allow you to report all of your AFVs for a given model year.

Alternative Fueled Vehicles Acquired (or Converted) During Model Year: *Specific information about each of these AFVs should be provided in the Vehicle Data section of the Annual Fleet Report. This number represents all AFVs acquired during the Reporting Model Year. As such, it is a subset of the Total Light Duty Vehicles Acquired number listed above. (Mandatory).*

Vehicle Number: *This is an identifying sequential number of AFVs for your tracking purposes. (Optional).*

Make: *The make/manufacturer of the AFV (e.g., Ford, Plymouth, Dodge). (Mandatory).*

Model: *The AFV's model name (e.g., Caravan, Taurus, Cavalier). (Mandatory).*

Model Year: *The year that the vehicle was manufactured (not the year that the vehicle was converted to an alternative fuel, if it is a converted vehicle). (Mandatory).*

Vehicle Category: *The type of vehicle that the AFV is (e.g., automobile, bus). Please refer to the "Vehicle Category" codes attached to these instructions. (Mandatory).*

VIN: *Vehicle Identification Number. This is a 17-character (alphanumeric) unique code assigned by the vehicle manufacturer. (Mandatory).*

Acquisition Date: *This is the date that the vehicle was purchased or otherwise acquired by your fleet. Please use the MM/DD/YYYY format to enter this data. (Mandatory).*

Conversion Date: *This is the date that the vehicle was converted to alternative fuels. For vehicles that were built as AFVs, leave blank. The law allows entry into the program only those vehicles that were converted within four (4) months from when they were acquired by the fleet. AFVs acquired before the program went into effect (Sept. 1, 1996) but after the law was passed (Oct. 24, 1992) are not subject to this requirement and are allowed in the program no matter when they were converted to alternative fuels. Please use the MM/DD/YYYY format to enter this data. (Mandatory for AFVs converted by your fleet).*

Fuel Type: *This is the type of alternative fuel that the vehicle uses. Please refer to the “Fuel Type” codes attached to these instructions. (Mandatory).*

Fuel Configuration: *There are four options for this section. Please refer to the “Fuel Configuration” codes attached to these instructions. (Mandatory).*

Dedicated: a vehicle designed and engineered to operate solely on an alternative fuel.

Dual/Bi-fuel: a vehicle that can operate on two different fuels either separately (bi-fuel) or as a mixture (dual).

Flexible fuel: a vehicle that has a single fuel storage and combustion system that can be fueled with either a blended alcohol fuel, a traditional fuel, or any combination of the fuels.

Fuel Cell: a vehicle engineered to operate on fuel cell technology.

Conversion Mode: *This field is used to indicate who converted the vehicle to alternative fuels. Please refer to the “Conversion Mode” codes attached to these instructions. (Mandatory field).*

(1) the vehicle was designed to operate on an alternative fuel by the original equipment manufacturer (OEM);

(2) the vehicle was converted by other than present owner (Pcon); or

(3) the vehicle was self-converted by the present owner (Scon).

Light Duty Indicator: *This field is used to indicate whether or not the vehicle can be considered a light duty vehicle. A vehicle that weighs 8,500 pounds (Gross Vehicle Weight Rating - GVWR) or less is considered light duty and a “Y” is indicated in this field. For vehicles which weigh more than 8,500 pounds GVWR, put “N.” Please refer to the “Light Duty Indicator” codes attached to these instructions. (Mandatory).*

Vehicle Zip Code: *This field is used to indicate the zip code of where the vehicle is garaged. If the fleet does not know the specific locations of a vehicle, enter the same zip code that was entered for the fleet. (Please provide if the information is available).*

ALTERNATIVE FUELED VEHICLES LIST OF CODES

VEHICLE CATEGORY	
Automobile	Auto
LD Pickup (<8500 lbs. VWR)	LDPu
MiniVan	MVan
Full Size Van/Wagon	FSVan
Sport Utility Vehicle	SUV
Bus	Bus
Medium Duty Truck (≥ 8500 and < 26,000lbs.)	MDT
Heavy Duty Truck (≤ 26,000 lbs.)	HDT

FUEL TYPE	
85% Methanol	M85
85% Ethanol	E85
100% BioDiesel	B100
Electricity	Elec
Liquid Petroleum Gas	LPG
Compressed Natural Gas	CNG
Liquid Natural Gas	LNG

FUEL CONFIGURATION	
Dedicated	Ded
Dual/Bi-Fueled	Dual
Flexible Fueled	Flex
Fuel Cell	Cell

CONVERSION MODE	
Original Equipment Manufacturer	OEM
Previously Converted (other owner)	PCon
Self-Converted by present owner	SCon

LIGHT DUTY INDICATOR	
Gross Vehicle Weight 8500 lbs or less	Y=Yes
Gross Vehicle Weight over 8500 lbs	N= No

Part D - Biodiesel Fuel Use Credits

Model Year: *Biodiesel Fuel Use Credits became available following the enactment of the Energy Conservation Reauthorization Act of 1998. The 1999 model year for use of the Biodiesel Fuel Use Credit runs from November 14, 1998 to August 31, 1999. In future model years, the availability of the Biodiesel Fuel Use Credit will run from September 1 through August 31.*

Biodiesel Fuel Provider: *A Biodiesel Fuel Provider is a fuel provider whose "principal business" is producing, storing, refining, processing, transporting, distributing, importing or selling (wholesale or retail) biodiesel fuel where the term "principal business" means the largest sales-related gross revenue producing activity. If an organization derives a plurality of gross revenue from sales-related biodiesel fuels activity, then the organization's principal business is biodiesel fuels.*

Total Biodiesel Purchased: *Report total biodiesel purchased for the given Model Year for use in vehicles with Gross Vehicle Weight Rating (GVWR) in excess of 8,500 lbs. Note that the biodiesel reported as purchased should be the net amount of biodiesel fuel purchased for use in vehicles in excess of 8,500 lbs GVWR. Any biodiesel purchased and then sold to another party should not be included in Total Biodiesel purchased. Also report biodiesel purchased as neat, or 100%, biodiesel. If biodiesel was purchased as biodiesel blends of 20% or higher, only report the biodiesel portions of such blends (e.g., 2,250 gallons of B20 [blends of 20% biodiesel and 80% petroleum diesel] should be reported as 450 gallons of neat biodiesel). Biodiesel purchased in blends containing less than 20% biodiesel by volume are not eligible for the Biodiesel Fuel Use Credit.*

Potential Biodiesel Fuel Use Credits: *Potential Biodiesel Fuel Use Credits are derived by dividing Total Biodiesel Purchased in Line 2 by 450. This number should be rounded down to the next whole number.*

Actual Biodiesel Fuel Use Credits Claims: *For fleets that are not Biodiesel Fuel Providers, the actual number of Biodiesel Fuel Use Credits claimed cannot exceed 50 percent of total AFV purchase requirements (rounded down to the nearest whole number) as listed in Part B. For Biodiesel Fuel Providers the actual number of Biodiesel Fuel Use Credits claimed cannot exceed total AFV purchase requirements as listed in Part B.*

Part E – Applying Credits

Applying Banked Credits: Select yes in this box if you would like to apply banked credits toward meeting your requirements for the current year. For example, if your annual requirement is for 25 AFVs and you have only acquired 20 and would like to use banked credits in your account to satisfy your requirements, you would select yes.

Number of Credits: Enter the number of credits you would like to apply. For example, if your annual requirement is for 25 AFVs and you have only acquired 20, you could enter 5 to bring your fleet into compliance for the year. Note: The number of credits you enter must be available in your account balance. If fewer credits are available the remainder will be applied.

FORM DOE/OTT/101
ANNUAL ALTERNATIVE FUELED VEHICLE ACQUISITION REPORT FOR STATE
GOVERNMENT AND ALTERNATIVE FUEL PROVIDER FLEETS

This data collection has been approved by the Office of Management and Budget (OMB). The OMB control number for this data collection is 1910-5101. Respondents are not required to file a reply to any Federal collection of information unless it has a valid OMB control number. Public reporting burden for this collection of information is estimated to average 12 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data, and completing and reviewing the collection of information. Reports can be submitted by mail, facsimile, or electronically, as discussed in the guidance.

Part A - Fleet Identification

Fleet/Agency Name:	Consolidated Metropolitan Statistical Area:
Company/State Name:	Fleet Type (S, P, E, B):
Point of Contact Name:	Point of Contact Phone:
Mailing Address:	Point of Contact Fax:
City: _____ State: _____ Zip: _____	Point of Contact E-Mail:
Today's Date:	
Do you want your fleet and your name and phone number included on the publicly accessible list of those fleets possessing excess credits available for sale? Yes _____ No _____	

Remarks:

Part B - Light-duty Vehicles Acquired

LIGHT DUTY VEHICLES ACQUIRED - Model Year _____ Data

Total Vehicles Acquired - Enter the quantity of light duty vehicles acquired during the _____ model year, including all alternative fueled vehicles, plus all non-alternative fueled vehicles (do not count excluded vehicles). Knowing the total number of LDV acquired is necessary for DOE to verify the number of AFVs that a fleet must acquire. A Model Year runs from Sep 1 to Aug 31.

Model Year:	Total LDVs Acquired:	Total AFV Acquisition Requirements :
<p>* To calculate Total Model Year AFV Acquisition Requirements do the following:</p> <ul style="list-style-type: none"> For State Fleets multiply Total LDVs Acquired by 0.25 and round to the nearest whole number For Fuel Provider Fleets multiply Total LDVs Acquired by 0.7 and round to the nearest whole number For Fleets exercising the Electric Utility Option multiply Total LDVs Acquired by 0.5 and round to the nearest whole number <p>Note: In rounding to nearest whole number, fractions greater than or equal to one half (0.5) should be rounded up and fractions less than one half should be rounded down.</p>		

Part C - Annual AFV Fleet Report

FORM DOE/OTT/101

Fleet Identification

FLEET NAME: _____

TODAY'S DATE: _____

Alternative Fueled Vehicle Data (Use continuation sheet as necessary for additional AFVs for this model year.)

VEH NUM	M A K E	MODEL	MODEL YEAR	VEH CAT	VIN	AQC DATE	CONV DATE	FUEL TYPE	FUEL CONFIG	CONV MODE	LIGHT DUTY IND	VEH ZIP

Part D - Biodiesel Fuel Use Credits

Biodiesel Fuel Use Credits Claimed for Model Year ____ ¹	
1. Are you a Biodiesel Fuel Provider ² ?	<input type="checkbox"/> Yes <input type="checkbox"/> No
2. Total Biodiesel ³ purchased in Model Year ____ for use in vehicles with Gross Vehicle Weight Rating (GVWR) in excess of 8,500 lbs. (Note that this number should be the net amount of Biodiesel fuel purchased for use in vehicles in excess of 8,500 lbs GVWR. Any biodiesel purchased and then sold to another party should not be included in Total Biodiesel purchased.)	<div style="border-bottom: 1px solid black; width: 100%;"></div> gallons
3. Potential Biodiesel Fuel Use Credits Claimed (Divide line #2 by 450 and round down to the next whole number)	<div style="border-bottom: 1px solid black; width: 100%;"></div> Potential credits
4. Total Number of Biodiesel Fuel Use Credits Claimed (Cannot exceed 50 percent of total AFV purchase requirements as listed in Part B except for Biodiesel Fuel Providers. For Biodiesel Fuel Providers total number of Biodiesel Fuel Use Credits cannot exceed total AFV purchase requirements as listed in Part B).	<div style="border-bottom: 1px solid black; width: 100%;"></div> Actual Credits

¹Biodiesel Fuel Use Credit became available following the enactment of the Energy Conservation Reauthorization Act of 1998. The 1999 model year for use of the Biodiesel Fuel Use Credit runs from November 14, 1998 to August 31, 1999. In subsequent model years, the availability of the Biodiesel Fuel Use Credit is from September 1 through August 31.

²A Biodiesel Fuel Provider is a fuel provider whose "principal business" is producing, storing, refining, processing, transporting, distributing, importing or selling (wholesale or retail) biodiesel fuel where the term "principal business" means the largest sales-related gross revenue producing activity. If an organization derives a plurality of gross revenue from sales-related biodiesel fuels activity, then the organization's principal business is biodiesel fuels.

³Report biodiesel purchased as neat, or 100%, biodiesel. If biodiesel was purchased as biodiesel blends of 20% or higher, only report the biodiesel portions of such blends (e.g., 2,250 gallons of B20 [blends of 20% biodiesel and 80% petroleum diesel] should be reported as 450 gallons of neat biodiesel). Biodiesel purchased in blends containing less than 20% biodiesel by volume are not eligible for the Biodiesel Fuel Use Credit.

Part E – Applying Credits

1. Would you like to apply banked credits from a previous year, to your annual credit balance?	<input type="checkbox"/> Yes <input type="checkbox"/> No
2. How many credits would you like to apply?	